

CHAPTER 5. CONDUCT A PRIVATE PILOT CERTIFICATION, INCLUDING ADDITIONAL CATEGORY/CLASS RATINGS

SECTION 1. BACKGROUND

1. PROGRAM TRACKING AND REPORTING SUBSYSTEM (PTRS) ACTIVITY CODES.

- Original private pilot certification: 1503
- Additional private pilot category, class, or instrument rating: 1505

2. OBJECTIVE. The objective of this task is to determine if an applicant meets the requirements for certification as a private pilot under Title 14 of the Code of Federal Regulations (14 CFR) part 61, subpart E. Completion of this task results in the issuance of FAA Form 8060-4, Temporary Airman Certificate, Private Pilot Certificate, FAA Form 8060-5, Notice of Disapproval of Application, or a letter of discontinuance. A letter of discontinuance is issued only when the practical test is discontinued due to unforeseen circumstances, such as mechanical failure, unforecast adverse weather, or any other safety concern.

3. GENERAL.

A. Airworthiness Coordination. The aviation safety inspector (ASI) conducting the practical test or an airworthiness ASI should review the applicant's aircraft maintenance records, aircraft logbooks, airworthiness certificate, and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. After review, return the documents to the applicant.

B. Airworthiness ASI Unavailable. If an airworthiness ASI is not available to review aircraft documents, the operations ASI conducting the practical test should review the documents for conformity.

4. ESTABLISHING ELIGIBILITY.

A. Graduate of an Approved School. Under the provisions of part 61, § 61.71(a), an applicant who graduates from an approved training program under part 141 or 142 is considered to have met the applicable aeronautical experience, aeronautical knowledge, and

areas of operation requirements of part 61, if the applicant presents the graduation certificate and passes the required practical test within the 60-day period after the date of graduation.

B. Graduate of an Approved School with Examining Authority. Under the provisions of § 61.71, an applicant who graduates from an approved training program under part 141 is considered to have met the applicable aeronautical experience, aeronautical knowledge, and areas of operation requirements of part 61 if the applicant presents the graduation certificate and passes the required practical test within the 60-day period after the date of graduation.

C. Not a Graduate of an Approved School. If the applicant is not a graduate of an approved pilot school or has not applied for a certificate within 60 days as specified for approved school graduates, the applicant must meet all applicable aeronautical knowledge, aeronautical experience, and flight proficiency requirements of part 61, subpart E.

D. Aeronautical Knowledge. A knowledge test report or a test report from an approved school with knowledge test examining authority are the only acceptable forms of evidence that the applicant has passed the knowledge test for a private pilot certificate.

(1) The format of the knowledge test report from an approved school or computer testing designee must include an embossed seal in the lower right corner and the testing facility's name and air agency designation number.

(2) The holder of a category rating for powered aircraft is not required to take a knowledge test for the addition of another category rating to a private pilot certificate.

E. Aeronautical Experience. The applicant must present a pilot logbook training record or other reliable records as evidence of meeting the required aeronautical experience.

(1) Military pilot flight time records may be used to show the required flight time if the records meet the requirements of part 61, § 61.51.

(2) An applicant for a private pilot certificate must have received at least 3 hours of night flight training (except for the glider and balloon ratings) and an instructor endorsement in accordance with the appropriate provisions of part 61, § 61.109. Except as provided in part 61, § 61.110, the applicant's records must indicate that all required night flight training was received.

(3) In accordance with § 61.109, an applicant for a private pilot certificate must have received at least 3 hours of flight training in the control and maneuvering of an airplane (in the applicable category and class of airplane) or powered lift, as appropriate, solely by reference to instruments.

(4) Flight time in an ultralight may be logged to show the required aeronautical flight time if the records meet the requirements of part 61, § 61.52.

F. Medical Certification. The ASI conducting the practical test should review the applicant's medical certificate. As per part 61, § 61.23, make sure the applicant's medical certificate is current, if a medical certificate is required.

G. English Language. Early in the process of issuing a private pilot certificate, the ASI must determine whether the applicant can read, speak, write, and understand the English language. Advisory Circular (AC) 60-28, English Language Skill Standards Required by 14 CFR Parts 61, 63, and 65, explains how to determine English language abilities required for pilot certification.

(1) If the applicant cannot read, speak, write, or understand the English language, then the ASI may not issue the private pilot certificate unless the reason is because of a medical disability.

(2) If the applicant is unable to read, speak, write, and understand the English language because of a medical disability (meaning a hearing impairment or speech impairment that is medically substantiated by a certified medical physician), the ASI will place an operating limitation on the private pilot certificate. The operating limitation may require the person to be accompanied by another pilot who is qualified to act as a pilot in command (PIC) for the appropriate

aircraft category, class, type (if class and type of aircraft is applicable), and operating privilege.

(3) An ASI is authorized to remove a limitation from a pilot certificate provided the limitation has been shown not to be needed. An examiner may be allowed to remove a limitation from a pilot certificate provided it has been specifically authorized by the examiner's supervising Flight Standards District Office (FSDO).

5. LOGBOOK ENDORSEMENTS.

A. The applicant's logbook or training record must contain an endorsement from an authorized instructor who certifies that the applicant has received and logged 3 hours of flight training within the 60 days preceding the date of the application in preparation for the practical test.

B. The applicant's logbook or training record must contain an endorsement from an authorized instructor who certifies that the applicant is prepared to pass the practical test. In addition, the applicant must have a signed FAA Form 8710-1, Airman Certificate and/or Rating Application, or FAA Form 8710-11, Airman Certificate and/or Rating Application—Sport Pilot, as appropriate, with the authorized instructor's signature.

C. If applicable, the applicant's logbook or training record must contain an endorsement from an authorized instructor who states that the applicant has demonstrated satisfactory knowledge of the subject areas in which the applicant was deficient on the airman knowledge test.

D. An applicant for a private pilot certificate must have logged training and received a logbook endorsement from an authorized instructor on the training required by § 61.107(b) that is appropriate for the private pilot rating sought.

E. The applicant's student pilot certificate and logbook must contain the appropriate solo flight endorsement(s).

F. The applicant's student pilot certificate and logbook must contain the appropriate solo cross-country endorsement(s).

6. LIMITATIONS.

A. Night Flying Limitations. On August 4, 1997, a complete rewrite of part 61 became effective.

Section 61.110 eliminates the night flying exception for all pilot applicants, except those applicants who receive flight training in and reside in Alaska and have not received the required aeronautical night flying training as required by § 61.109, as appropriate.

(1) A person who receives flight training in and resides in the state of Alaska: may be issued a pilot certificate with the limitation “NIGHT FLYING PROHIBITED.” This person must comply with the appropriate night flight training requirements of this subpart within 12 calendar-months after the issuance of the pilot certificate.

(2) If applicable, a person who does not meet the night flying requirements in § 61.109(d)(2) for weight-shift-control aircraft, powered parachute aircraft, or gyroplanes may be issued a private pilot certificate with the limitation “NIGHT FLYING PROHIBITED.”

(3) The night flying limitation may be removed by an examiner if the holder complies with the night flying aeronautical experience requirements of § 61.109.

B. Cross-Country Limitations. The limitation “PASSENGER CARRYING PROHIBITED ON FLIGHTS MORE THAN 10 NM FROM [the appropriate island]” shall be entered on the certificate of an applicant whose cross-country experience qualifies under the provisions of § 61.111(c).

C. International Civil Aviation Organization (ICAO) Cross-Country Requirement. The limitation “HOLDER DOES NOT MEET THE CROSS-COUNTRY FLIGHT REQUIREMENTS OF ICAO” must be entered on the certificate of an applicant whose cross-country experience qualifies under the provisions of § 61.111(c). Cross-country limitations may be removed by an examiner when the certificate holder has complied with the applicable solo cross-country requirements and has passed a practical test on cross-country flying.

D. English Language. An applicant is required to read, speak, write, and understand the English language. Applicants who are unable to meet one of these requirements due to medical reasons must be referred to the FSDO.

E. Glider Limitations.

(1) Tow/launch limitations are no longer placed on an individual’s pilot certificate. The

provisions for limiting tow/launch procedures are addressed in § 61.31(j). Individuals who currently hold a pilot certificate containing the limitations may retain their current certificate until they:

(a) Seek another rating or pilot certificate, and have the limitation removed at that time; or

(b) Receive the required training and logbook endorsement, and have their pilot certificate replaced without the limitations.

(2) An individual who has the necessary logbook endorsements and is in compliance with § 61.31(j) will be permitted to perform the tow/launch procedures that he or she has been authorized to perform, even if the individual has a tow/launch limitation on his or her pilot certificate.

F. Lighter-than-Air Limitations. If appropriate, the ASI places one of the following limitations on a certificate with lighter-than-air category and balloon class ratings:

(1) “LIMITED TO HOT AIR BALLOONS WITH AIRBORNE HEATER.”

(2) “LIMITED TO GAS BALLOONS.”

7. CATEGORIES AND CLASSES. The category of the aircraft used for the practical test is placed on a private pilot certificate. With the exception of private pilot glider and powered-lift certificates, the class rating is also placed on the certificate.

A. Airplane Class Ratings. The following class ratings are originally issued or added to private pilot airplane certificates:

(1) SINGLE-ENGINE LAND.

(2) MULTIENGINE LAND.

(3) SINGLE-ENGINE SEA.

(4) MULTIENGINE SEA.

B. Rotorcraft Class Ratings. The following class ratings are originally issued or added to private pilot rotorcraft certificates:

(1) HELICOPTER.

(2) GYROPLANE.

C. Lighter-than-Air Class Ratings. The following class ratings are originally issued or added to private pilot lighter-than-air certificates:

- (1) AIRSHIP.
- (2) BALLOON.

D. Weight-Shift-Control Ratings. The following class ratings are originally issued or added to private pilot weight-shift-control aircraft certificates:

- (1) WEIGHT-SHIFT-CONTROL LAND.
- (2) WEIGHT-SHIFT-CONTROL SEA.

E. Powered Parachute Ratings. The following class ratings are originally issued or added to private pilot powered parachute certificates:

- (1) POWERED PARACHUTE LAND.
- (2) POWERED PARACHUTE SEA.

F. Category Class Ratings for the Operation of Aircraft with Experimental Certificates. An applicant holding a private pilot certificate may apply for a category and class rating limited to a specific make and model of experimental aircraft with the limitation “Authorized Experimental Aircraft: [category] and [class] rating [make] and [model]” as required by § 61.63(k) provided the applicant has logged at least 5 hours as PIC in the same category, class, and make and model of aircraft that has been issued an experimental certificate and provided the applicant has a logbook endorsement from an authorized instructor that determined that applicant is proficient to act as PIC in the same category, class, and make and model of aircraft for which application is made. The 5 hours as PIC must have been logged between the dates of September 1, 2004 and August 31, 2005.

8. SPORT PILOT UPGRADES. A sport pilot who desires certification as a private pilot must meet all the

prerequisite eligibility requirements appropriate to the category and class sought for the private pilot certificate. Since a sport pilot has limited privileges, the sport pilot’s logbook must be endorsed by a flight instructor for each operation not authorized by the sport pilot certificate.

A. Knowledge Test. The applicant for an upgrade to a private pilot certificate must also pass the appropriate private pilot knowledge test.

B. Sport Pilot Certificate. The private pilot certificate supersedes the sport pilot certificate. If a different category of aircraft is used, the sport pilot privileges endorsed in the pilot’s logbook are still valid at the sport pilot certification level and are not shown on the private pilot certificate.

9. RECREATIONAL PILOT UPGRADES. A recreational pilot who desires certification as a private pilot must meet all the prerequisite eligibility requirements appropriate to the category and class sought for the private pilot certificate. Except as provided in § 61.101(c), a recreational pilot is limited to flight within 50 nm of the departure airport.

A. Knowledge Test. The applicant for an upgrade to a private pilot certificate must also pass the appropriate private pilot knowledge test, unless the applicant previously passed the appropriate private pilot knowledge test when the applicant obtained his or her recreational pilot certificate. There are short private pilot knowledge tests authorized for holders of recreational pilot certificates with airplane, helicopter, and gyroplane privileges who wish to upgrade to a private pilot certificate for the same category of aircraft.

B. Recreational Pilot Certificate. The private pilot certificate supersedes the recreational pilot certificate. If a different category of aircraft is used, the recreational pilot privileges from the superseded certificate are shown on the private pilot certificate.

[PAGES 5-5 THRU 5-8 RESERVED]

SECTION 2. PROCEDURES

1. PREREQUISITES AND COORDINATION REQUIREMENTS.

A. Prerequisites. This task requires knowledge of part 61, familiarity with the Private Pilot Practical Test Standards, and FAA policies and qualification as an ASI (Operations).

B. Coordination. This task requires coordination with the airworthiness unit and with the airmen registry section of the Airmen Certification Branch, AFS-760. In addition, pilot certification involving weight-shift-control aircraft or powered parachute rating must be coordinated with the FAA's Light-Sport Aviation Branch, AFS-610.

2. REFERENCES, FORMS, AND JOB AIDS.

A. References.

- Title 14 CFR parts 1, 61, 91, 141, 142, and 187 (appendix A, Fees)
- FAA-S-8081-1, Private Pilot Practical Test Standards
- PTRS Procedures Manual (PPM)

B. Forms.

- FAA Form 8060-4, Temporary Airman Certificate (Figure 5-3)
- FAA Form 8060-5, Notice of Disapproval of Application (Figure 5-1)
- FAA Form 8710-1, Airman Certificate and/or Rating Application (Figure 5-4)
- FAA Form 8710-11, Airman Certificate and/or Rating Application—Sport Pilot (Figure 5-5)

C. Job Aids.

- Sample letters and figures

3. PROCEDURES.

A. Schedule Appointment. Advise the applicant to bring the following documents to the appointment:

(1) A correctly filled out FAA Form 8710-1 application, or an FAA Form 8710-11 application if seeking a weight-shift-control aircraft or powered parachute rating, to be completed in ink or typewritten;

(2) A student pilot certificate, sport pilot certificate, recreational pilot certificate, or a private pilot certificate if for an additional category/class rating at the private pilot certification level;

(3) At least a third-class FAA Form 8500-9, Medical Certificate ____ Class, or FAA Form 8420-2, Student Medical Certificate, if applicable;

(4) A Statement of Demonstrated Ability (SODA), if applicable;

(5) A knowledge test report (if applicable);

(6) An FAA-approved school graduation certificate, if applicable;

(7) Personal logbooks or other acceptable records that substantiate the flight experience shown on the application form;

(8) The aircraft maintenance records;

(9) The aircraft airworthiness certificate;

(10) The aircraft registration;

(11) The FCC aircraft station license, if applicable; and

(12) An acceptable form of photo identification.

B. Applicant Arrives for Appointment.

(1) Collect and review the documents indicated above.

(2) Open PTRS file.

C. Review Application. Verify that the information on the application is presented accurately and completely. (See Figure 5-4 or 5-5, as appropriate.)

(1) In Section I, ensure that the applicant has checked "Private." If the applicant is seeking an

additional airplane rating, ensure that the applicant has checked “Additional Aircraft Rating” and the appropriate aircraft category/class.

(2) Check the application for accuracy, using the instructions attached to FAA Form 8710-1 or 8710-11 and any additional instructions found in section 4 of Volume 2, Chapter 1, Introduction to Part 61 Related Tasks.

(3) Ensure that the flight instructor has signed an endorsement no more than 60 days before the application was submitted.

D. Verify Applicant’s Identity. Inspect acceptable forms of identification to establish the applicant’s identity. Compare the identification with the personal information provided on the application (see vol. 2, ch. 1, section 4).

(1) When the applicant’s identity is verified, proceed with the task.

(2) If the applicant’s identity cannot be verified because of lack of identification or unacceptable identification, explain what types of identification are acceptable. Advise the applicant to return with appropriate identification to reapply.

(3) If the applicant’s identity appears to be different from the information supplied on the application, or it appears that an attempt at falsification has been made, do not continue testing. (See Volume 2, Chapter 182, Conduct an Investigation to Determine Compliance.)

E. Establish Eligibility. Determine if the applicant meets the specific eligibility, knowledge, and experience requirements for certification as a private pilot (§§ 61.103, 61.105, 61.107, and 61.109).

(1) If the applicant is applying for a powered aircraft rating, ensure that the applicant’s medical certificate is current.

(2) Inspect the applicant’s medical certificate and SODA, if applicable, to ensure that it does not bear any limitation that would make a special medical flight test necessary. (See Volume 2, Chapter 27, Conduct a Special Medical Test, if a special medical flight test is necessary.)

(3) Check the record of flight time in section III of the application to determine if the applicant has the minimum flight experience required

for the certificate and ratings sought (§ 61.109). The applicant must list at least the aeronautical experience required for the airman certificate and rating sought. Graduates of part 141 pilot schools or part 142 training centers must provide their aeronautical experience in section III of the application even though the graduation certificate is evidence of having completed the course of training. If aeronautical experience has no bearing on the airmen certification action being sought, it is not necessary for an applicant to complete section III of the application. For example, flight instructor renewal applications, flight instructor reinstatement applications, ground instructor qualification applications, and pilot type rating applications would be examples where aeronautical experience would not have a bearing on the airmen certification action. However, all applicants are encouraged to complete section III of the application. The FAA Form 8710-1 and 8710-11 applications remain on file with the FAA and can be used to substantiate past aeronautical experience if an individual ever loses his or her logbook.

(4) If the applicant is applying for a test on the basis of graduation from an approved pilot school, inspect the applicant’s graduation certificate to verify that the applicant meets the requirements of § 61.71.

(5) Examine the applicant’s logbook and/or other reliable record(s) to verify that all aeronautical knowledge, aeronautical experience, and required instructor endorsements are recorded.

(6) If the applicant is located on an island from which the required flights cannot be accomplished without flying more than 10 nautical miles (nm) over water, refer to § 61.111.

(7) Examine the knowledge test report or test report from an approved school with knowledge test authority, as applicable.

(8) If the applicant has checked the “Yes” box of section IV, verify that the applicant meets the requirements of § 61.49.

F. Requirements for an Additional Category/Class Rating. The requirements are the same as in paragraph 3E; however, the knowledge test is not required if the applicant already has a powered aircraft rating.

G. Aircraft Requirements. The ASI conducting the practical test, or an airworthiness ASI, should

review the applicant's aircraft maintenance records, aircraft logbooks, airworthiness certificate, FCC license, if applicable, and aircraft registration to determine if the aircraft is airworthy and suitable for this practical test. After review, return the documents to the applicant.

H. Discrepancies. If a discrepancy that cannot be immediately corrected exists in any of the documents, return the application and all submitted documents to the applicant. Inform the applicant of the reasons for ineligibility, and explain how the applicant may correct the discrepancies.

I. Conduct Practical Test. After determining the applicant is eligible and meets all prerequisites for the certificate/rating sought, accept the application and conduct the practical test in accordance with the private pilot PTS.

(1) Give an applicant who is retesting credit for the areas of operations successfully completed on the previous practical test, provided the previous test was conducted within 60 days before the retest (ASI's option). If the previous test was conducted more than 60 days before the retest, test the applicant in all applicable areas of operation.

(2) If the practical test is not completed for reasons other than unsatisfactory performance, issue the applicant a letter of discontinuance (Figure 5-2). Return the application and all submitted documents to the applicant.

(3) Close PTRS.

J. Unsatisfactory Performance. If the applicant did not meet the applicable standards for the certificate sought, inform the applicant of the reasons for the unsatisfactory performance.

(1) Prepare in duplicate FAA Form 8060-5 (Figure 5-1) as described in vol. 2, ch. 1, section 6.

(2) List the areas of operation that were unsatisfactory.

(a) If specific procedures and maneuvers need to be repeated, record them on FAA Form 8060-5.

(b) Record the number of practical test failures on FAA Form 8060-5. Give a copy of this form to the applicant.

(3) Forward the certification file to the Airmen Certification Branch, AFS-760.

(4) Return all submitted documents not forwarded to AFS-760 to the applicant.

K. Satisfactory Performance. Issue FAA Form 8060-4 when the applicant has met all requirements for a private pilot certificate.

(1) Prepare FAA Form 8060-4 (Figure 5-3) in duplicate as indicated in vol. 2, ch. 1, section 5.

(2) Enter the correct limitations, if appropriate, in the space provided on the temporary airman certificate. Give a copy of the temporary certificate to the applicant. Below are some samples of limitations that may be placed on the person's private pilot certificate:

(a) Enter "NIGHT FLYING PROHIBITED [aircraft category]" if the applicant receives flight training in and resides in the state of Alaska but does not meet the night flight training requirements or the applicant does not meet the night flying requirements in § 61.109 (d)(2), (i)(2), or (j)(2).

(b) Enter "PASSENGER CARRYING PROHIBITED ON FLIGHT MORE THAN 10 NM FROM [the appropriate island]" and "HOLDER DOES NOT MEET THE CROSS-COUNTRY FLIGHT REQUIREMENTS OF ICAO" for an applicant whose cross-country aeronautical experience qualifies under § 61.111(c).

(c) Enter "AUTHORIZED EXPERIMENTAL AIRCRAFT: [category] AND [class] RATING [make] AND [model]" for an applicant adding category and class rating under the provisions of § 61.63(k).

(3) If the pilot certificate is issued in a foreign country, see § 61.13(a) and part 187, appendix A.

(4) Complete the Inspector's Report and Attachments sections of the application and sign/date the form.

(5) Forward the completed file to AFS-760.

(6) Return all documents to the applicant except for the documents that are required to be submitted to AFS-760.

I *L. PTRS.* Complete PTRS in accordance with the PPM.

5. TASK OUTCOMES. Completion of this task results in the issuance of one of the following:

- A.* Temporary airman certificate.
- B.* Notice of disapproval of application.

C. Letter of discontinuance.

5. FUTURE ACTIVITIES.

A. Applicant may return for an added category, class, or type rating.

B. Applicant may return for an upgraded certificate.

[PAGES 5-13 THRU 5-16 RESERVED]

FIGURE 5-1. SAMPLE FAA FORM 8060-5, NOTICE OF DISAPPROVAL OF APPLICATION—PRIVATE PILOT

UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION—FEDERAL AVIATION ADMINISTRATION		NOTE PRESENT THIS FORM UPON APPLICATION FOR REEXAMINATION	
NOTICE OF DISAPPROVAL OF APPLICATION			
NAME AND ADDRESS OF APPLICANT HAROLD JAMES DOE 4545 COLT PLACE SOUTH SAN FRANCISCO, CA 91754		CERTIFICATE OR RATING SOUGHT PRIVATE PILOT ASEL	
On the date shown, you failed the examination indicated below:			
<input type="checkbox"/> FLIGHT		<input type="checkbox"/> ORAL	
		<input checked="" type="checkbox"/> PRACTICAL	
AIRCRAFT USED (<i>Make and Model</i>) CESSNA 172		FLT. TIME RECORDED IN LOGBOOK	
		PILOT-IN-COMM. OR SOLO 30	INSTRUMENT 5
		DUAL 27	
UPON REAPPLICATION YOU WILL BE REEXAMINED ON THE FOLLOWING:			
VII FLIGHT AT CRITICALLY SLOW AIRSPEEDS			
TASK A, FULL STALLS – POWER OFF			
TASK B, FULL STALLS – POWER ON			
FIRST FAILURE			
I have personally tested this applicant and deem his performance unsatisfactory for the issuance of the certificate or rating sought.			
DATE OF EXAMINATION 08/14/2003	SIGNATURE OF EXAMINER OR INSPECTOR <i>John L. Hightower</i> JOHN L. HIGHTOWER		DESIGNATION OR OFFICE NO. NM03

FAA Form 8060-5 (5-80)

FIGURE 5-2. SAMPLE LETTER OF DISCONTINUANCE

FAA Letterhead

[*date*]

[*applicant's name and address*]

Dear [*applicant's name*]:

On this date, you successfully completed the oral portion of the practical test for a [*indicate grade*] certificate with an [*indicate category*] and [*indicate class*] class rating. The practical test was discontinued because of [*indicate reason*].

If application is made by [*indicate date 60 days from date of letter*], this letter may be used to show the following portions of the practical test which have been completed satisfactorily:

- [*Indicate areas of operation completed on the test*]

After [*indicate expiration date*], you must repeat the entire practical test.

This letter does not extend the expiration date as shown on the knowledge test results, medical certificate, or required endorsements.

Sincerely,

[*signature of inspector conducting practical test*]

FIGURE 5-3. SAMPLE FAA FORM 8060-4, TEMPORARY CERTIFICATE FOR PRIVATE PILOT

I. UNITED STATES OF AMERICA DEPARTMENT OF TRANSPORTATION – FEDERAL AVIATION ADMINISTRATION ii. TEMPORARY AIRMAN CERTIFICATE		III. CERTIFICATE NO. PENDING				
Harold James Doe	THIS CERTIFIES THAT			IV. HAROLD JAMES DOE V. 4545 COLT PLACE SOUTH SAN FRANCISCO, CA 91754		
	DATE OF BIRTH	HEIGHT	WEIGHT	HAIR	EYES	NATIONALITY
	01-08-59	72 IN.	195	BLACK	BROWN	USA
	IX. has been found to be properly qualified and is hereby authorized in accordance with the conditions of issuance on the reverse of this certificate to exercise the privileges of					
	PRIVATE PILOT					
RATING AND LIMITATIONS xii. AIRPLANE SINGLE-ENGINE LAND						
xiii.						
THIS IS <input checked="" type="checkbox"/> AN ORIGINAL ISSUANCE <input type="checkbox"/> A REISSUANCE OF THIS GRADE OF CERTIFICATE				DATE OF SUPERSEDED AIRMAN CERTIFICATE		
BY DIRECTION OF THE ADMINISTRATOR						EXAMINER'S DESIGNATION NO. OR INSPECTOR'S REG. NO.
X. DATE OF ISSUANCE		X. SIGNATURE OF EXAMINER OR INSPECTOR				001234567
9/14/05		JOHN L. HIGHTOWER NM03				DATE DESIGNATION EXPIRES --

**FIGURE 5-4. SAMPLE FAA FORM 8710-1, AIRMAN CERTIFICATE
AND/OR RATING APPLICATION**

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION																
Airman Certificate and/or Rating Application																
I. Application Information <div style="display: flex; justify-content: space-between; font-size: 0.8em;"> <div> <input type="checkbox"/> Student <input type="checkbox"/> Recreational <input checked="" type="checkbox"/> Private <input type="checkbox"/> Commercial <input type="checkbox"/> Additional Rating <input type="checkbox"/> Airplane Single-Engine <input type="checkbox"/> Airplane Multiengine <input type="checkbox"/> Rotorcraft <input type="checkbox"/> Flight Instructor Initial Renewal Reinstatement <input type="checkbox"/> Additional Instructor Rating <input type="checkbox"/> Ground Instructor <input type="checkbox"/> Other </div> <div> <input type="checkbox"/> Instrument <input checked="" type="checkbox"/> Balloon <input type="checkbox"/> Airship <input checked="" type="checkbox"/> Glider <input type="checkbox"/> Powered-Lift </div> </div> <input type="checkbox"/> Medical Flight Test <input type="checkbox"/> Reexamination <input type="checkbox"/> Reissuance of _____ certificate																
A. Name (Last, First, Middle) Buford, Ronald Rudyard				B. SSN (US Only) Do not use				C. Date of Birth Month Day Year 02/13/1976				D. Place of Birth Oshkosh, WI				
E. Address 7375 Red Greenway				F. Citizenship <input checked="" type="checkbox"/> USA <input type="checkbox"/> Other				G. Do you read, speak, write, & understand the English language? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No								
City, State, Zip Code Indianapolis, WI 37877				H. Height 74 in.		I. Weight 190 lbs		J. Hair Brown		K. Eyes Blue		L. Sex <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female				
M. Do you now hold, or have you ever held an FAA Pilot Certificate? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No				N. Grade Pilot Certificate Student				O. Certificate Number BB07138				P. Date Issued 06/15/2005				
Q. Do you hold a Medical Certificate? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No				R. Class of Certificate 3rd Class				S. Date Issued 06/15/2005				T. Name of Examiner John Smith, MD				
U. Have you ever been convicted for violation of any Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>												V. Date of Final Conviction				
II. Certificate or Rating Applied For on Basis of:																
<input type="checkbox"/> A. Completion of Required Test		1. Aircraft to be used (if flight test required)				2a. Total time in this aircraft / SIM / FTD hours				2b. Pilot in command hours						
<input type="checkbox"/> B. Military Competence Obtained In		1. Service				2. Date Rated				3. Rank or Grade and Service Number						
		4a. Flown 10 hours PIC in last 12 months in the following Military Aircraft.				4b. US Military PIC & Instrument check in last 12 months (List Aircraft)										
<input checked="" type="checkbox"/> C. Graduate of Approved Course		1. Name and Location of Training Agency or Training Center Wingover Academy										1a. Certification Number AE-142				
		2. Curriculum From Which Graduated Private Pilot ASEL										3. Date 08/28/2005				
<input type="checkbox"/> D. Holder of Foreign License Issued By		1. Country				2. Grade of License				3. Number						
		4. Ratings														
<input type="checkbox"/> E. Completion of Air Carrier's Approved Training Program		1. Name of Air Carrier				2. Date				3. Which Curriculum <input type="checkbox"/> Initial <input type="checkbox"/> Upgrade <input type="checkbox"/> Transition						
III RECORD OF PILOT TIME (Do not write in the shaded areas.)																
	Total	Instruction Received	Solo	Pilot in Command (PIC)	Cross Country Instruction Received	Cross Country Solo	Cross Country PIC	Instrument	Night Instruction Received	Night Take-off/Landings	Night PIC	Night Take-off/Landing PIC	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches
Airplanes	65	25	40	PIC SIC	10	20	PIC SIC	5	10	28	PIC SIC	PIC SIC				
Rotorcraft				PIC SIC			PIC SIC				PIC SIC	PIC SIC				
Powered Lift				PIC SIC			PIC SIC				PIC SIC	PIC SIC				
Gliders	36	22	14										70	18	52	
Lighter Than Air																
Simulator Training Device																
PCATD																
IV. Have you failed a test for this certificate or rating? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No																
V. Applicant's Certification – I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act statement that accompanies this form.																
Signature of Applicant Ronald Rudyard Buford												Date 9-18-05				

FIGURE 5-5. SAMPLE FAA FORM 8710-11, AIRMAN CERTIFICATE AND/OR RATING APPLICATION—SPORT PILOT (FRONT SIDE)

Form Approved OMB No: 2120-0690

Airman Certificate and/or Rating Application – Sport Pilot

U.S. Department of Transportation
Federal Aviation Administration

I. Application Information

☐ Student ☐ Sport ☒ Private ☐ Proficiency Check ☐ Additional Rating

☐ Airplane ☐ Gyroplane ☐ Balloon ☐ Airship ☐ Glider ☒ Powered-Parachute ☐ Weight Shift Control

☐ Flight Instructor _____ Initial _____ Renewal _____ Reinstatement

☐ Reexamination ☐ Reissuance of _____ certificate ☐ Other _____

A. Name (Last, First, Middle)
Jason, Hanna Marie

B. SSN (US Only)
Do Not Use

C. Date of Birth
7/2/73

D. Place of Birth
Baltimore, MD

E. Address
7206 York Road

F. Citizenship (Citizenship) Specify
☒ USA ☐ Other

G. Do you read, speak, write & understand the English language?
☒ Yes
☐ No

City, State, Zip Code
Towson, MD 21212

H. Height
63 In.

I. Weight
130 lbs.

J. Hair
Brown

K. Eyes
Hazel

L. Sex
☐ Male
☒ Female

M. Do you now hold, or have you ever held an FAA Pilot Certificate?
☐ Yes ☒ No

N. Grade Pilot Certificate

O. Certificate Number

P. Date Issued

Q. Do you hold a Medical Certificate?
☐ Yes
☒ No

R. Class of Certificate

S. Date Issued

T. Name of Examiner

U. Do you hold a US Driver's License?
☒ Yes
☐ No

V. License Number
J-200-432-198-765

W. State of Issuance
Maryland

X. Date Issued
6-25-03

Y. Expiration Date
7-2-08

Za. Have you ever been convicted for violation of any Federal or State statutes relating to narcotic drugs, marijuana, or depressant or stimulant drugs or substances?
☐ Yes ☒ No

Zb. Date of Final Conviction

II. If Certificate, Privilege or Rating Applied For on Basis of:

☒ A. Completion of Required Test

1. Aircraft to be used (if flight test required)

1) **Blue Heron XC-912** 2)

2a. Total Time in this aircraft SIM/FTD

1) **12** 2) _____
SIM) FTD) hours

2b. Pilot in Command

1) **2** 2) _____ hours

☐ B. Graduate of Approved/Accepted Course

1. Name and Location of Training Agency or Training Center

1a. Certification Number

2. Curriculum From Which Graduated

3. Date

☐ C. Holder of Foreign License Issued By

1. Country

2. Grade of License

3. Number

4. Ratings

III. Record of Pilot Time (Do not write in the shaded areas.)

	Total	Instruction Received	Solo	Pilot in Command (PIC)	Cross Country Instruction Received	Cross Country Solo	Cross Country PIC	Instrument	Night Instruction Received	Night Takeoff Landings	Night PIC	Night Takeoff Landing PIC	Number of Flights	Number of Aero-Tows	Number of Ground Launches	Number of Powered Launches
Airplanes				PIC			PIC				PIC	PIC				
				SIC			SIC				SIC	SIC				
Rotorcraft (Gyroplane Only)				PIC			PIC				PIC	PIC				
				SIC			SIC				SIC	SIC				
Gliders																
Lighter Than Air																
Weightshift Control																
Powered Parachute	12	10	2	2	1	0	0	0	0	0	0	0	0	0	0	0

IV. Have you failed a test for this certificate, privilege or rating? ☐ Yes ☒ No

V. Applicant's Certification – I certify that all statements and answers provided by me on this application form are complete and true to the best of my knowledge and I agree that they are to be considered as part of the basis for issuance of any FAA certificate to me. I have also read and understand the Privacy Act Statement that accompanies this form.

Signature of Applicant

Hanna M. Jason

Date *Nov. 20, 2005*

FAA Form 8710-11 (02-04)

FIGURE 5-5. SAMPLE FAA FORM 8710-11, AIRMAN CERTIFICATE AND/OR RATING APPLICATION—SPORT PILOT (SELECTED SECTIONS OF REVERSE SIDE)

If certificate is issued by a DPE, these marked and shaded areas of this part of the form will be completed:

Designated Examiner or Airman Certification Representative Report				
<input type="checkbox"/> Student Pilot Certificate Issued (Copy Attached) I have personally reviewed this applicant's pilot logbook and/or training record, and certify that the individual meets the pertinent requirements of 14 CFR part 61 for the pilot certificate, privilege or rating sought.				
<input type="checkbox"/> I have personally reviewed this applicant's graduation certificate, and found it to be appropriate and in order, and have returned the certificate.				
<input checked="" type="checkbox"/> I have personally tested and/or verified this applicant in accordance with pertinent procedures and standards with the result indicated below.				
<div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Approved – Temporary Certificate Issued (Original Attached) <input type="checkbox"/> Disapproved – Disapproval Notices Issued (Original Attached) </div> </div>				
Location of Test (Facility, City, State) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Ground <div style="background-color: #cccccc; height: 15px; width: 100%;"></div></div> <div style="width: 30%;">Duration of Test Simulator/FTD SIM) FTD)</div> <div style="width: 30%;">Flight 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div></div> </div>		
Certificate or Rating for which tested <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Type(s) of Aircraft Used 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Registration No(s) 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>
Date <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Examiner's Signature (Print Name & Sign) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Certificate No. <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Designation No. <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Designation Expires <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>

If certificate is issued by an ASI or AST, the marked and shaded areas of this part of the form will be completed:

Aviation Safety Inspector or Technician Report				
I have personally tested this applicant in accordance with or have otherwise verified that this applicant complies with pertinent procedures, standards, policies, and/or necessary requirements with the result indicated below.				
<div style="display: flex; justify-content: space-between;"> <div> <input checked="" type="checkbox"/> Approved – Temporary Certificate Issued (Original Attached) <input type="checkbox"/> Disapproved – Disapproval Notice Issued (Original Attached) </div> </div>				
Proficiency Check: <input type="checkbox"/> Satisfactory <input type="checkbox"/> Unsatisfactory				
Location of Test (Facility, City, State) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		<div style="display: flex; justify-content: space-between;"> <div style="width: 30%;">Ground <div style="background-color: #cccccc; height: 15px; width: 100%;"></div></div> <div style="width: 30%;">Duration of Test Simulator/FTD SIM) FTD)</div> <div style="width: 30%;">Flight 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div></div> </div>		
Certificate or Rating for which tested <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Type(s) of Aircraft Used 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Registration No.(s) 1) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> 2) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>
<div style="display: flex; justify-content: space-between;"> <div> <input type="checkbox"/> Student Pilot Certificate Issued <input type="checkbox"/> Examiner's Recommendation <div style="display: flex; justify-content: space-between;"> <input type="checkbox"/> ACCEPTED <input type="checkbox"/> REJECTED </div> <input type="checkbox"/> Reissue or Exchange of Pilot Certificate </div> <div> <input type="checkbox"/> Certificate or Rating Based on <input type="checkbox"/> Foreign License <input type="checkbox"/> Approved Course Graduate <input type="checkbox"/> Other Approved FAA Qualification Criteria </div> <div> <input type="checkbox"/> Flight Instructor <input type="checkbox"/> Renewal <input type="checkbox"/> Reinstatement Instructor Renewal Based on <input type="checkbox"/> Activity <input type="checkbox"/> Training Course <input type="checkbox"/> Test <input type="checkbox"/> Duties and Responsibilities </div> </div>				
Training Course (FIRC) Name <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Graduation Certificate No. <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>		Date <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>
Date <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Inspector's Signature (Print Name & Sign) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	Certificate No. <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	FAA District Office <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	

When a pilot certificate is issued, the marked and shaded areas of this section must be completed by the DPE, ASI, or AST:

Attachments: <input type="checkbox"/> Student Pilot Certificate (Copy) <input type="checkbox"/> Knowledge Test Report <input checked="" type="checkbox"/> Temporary Airman Certificate <input type="checkbox"/> Notice of Disapproval <input type="checkbox"/> Superseded Airman Certificate	<input checked="" type="checkbox"/> Airman's Identification (ID) <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Form of ID <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Number <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Expiration Date <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Telephone Number <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>	ID: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Name: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Date of Birth: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Certificate Number: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div> Email Address: <div style="background-color: #cccccc; height: 15px; width: 100%;"></div>
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FAA Form 8710-11 (02-04)